

HAMILTON COUNTY AIRPORT AUTHORITY
AUGUST 2, 2007

The Hamilton County Airport Authority met on Thursday, August 2, 2007 in the Commissioner's Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. President Silvey called the meeting to order at 6:31 p.m. Secretary Rauch took roll call and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, Don Silvey and Tim Tolson.

Approval of Minutes

Kapostasy motioned to approve the minutes of July 12, 2007. Tolson seconded. Motion carried unanimously.

Public Comments – none

President's Report

Appropriation from TIF Proceeds

Silvey stated our attorney, Mike Howard, has found that funding from the Thomson TIF District will be available this year for appropriation. Silvey stated he has informed Councilor Beaver that we will rescind our request of an additional appropriation of \$770,000. We will be requesting an appropriation of \$252,996 in September and then \$495,000 in January 2008. With those disbursements of TIF funds the first three items on the capital needs list (Airport Master Plan, Localizer replacement, and Environmental assessment) would be complete.

Sheridan Airport

Silvey stated the Hamilton County Council has asked the airport authority to move forward with the acquisition of Sheridan Airport. Allyn Beaver and Don Silvey have met with the owners and are continuing to gather information. The council has approved a not to exceed amount of \$10,000 for an appraisal of the airport.

Committee Reports

Community and Public Relations – no report

Government and Legal Relations – no report

Finance, Planning and Administration – covered in President's Report

Capital Improvements – defer to Woolpert Engineering report

Site Development – no report

Engineering Operations – no report

Indianapolis Executive Airport Report

Willow Marketing

Warren White of Willow Marketing stated they are preparing a grant application for the Hamilton County Convention and Visitors Bureau Grant of \$75,000. The first meeting is August 24 at 2:00 p.m. to discuss how to prepare for the grant, he and Andi Montgomery will be attending that meeting.

White stated in order to maintain contact in the industry to obtain more flights, someone who has been very supportive of the airport is getting ready to begin a new position as head of sales at Honda. Honda is building a new jet and we are hoping to get them to visit the airport.

White stated Brad Gilliam attended the Brickyard 400 and distributed materials on the airport. White will be attending the Michigan International Speedway this weekend and

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was in Ohio three weeks ago. White stated in their normal course of business they keep Indianapolis Executive Airport in the mix.

Fuel Report

Carl Winkler presented the second quarter fuel report. Fuel sales totaled 307,873 gallons compared to 280,145 gallons from the previous year. We passed the EPA analysis for the period. Total fuel fees paid to Hamilton County are \$29,127.

Winkler stated the Airport of the Year Application has been submitted to AAI (Airport Association of Indiana).

Financial Report

Andrea Montgomery stated the new insurance has been approved with the final bill being \$6,410.

The permits for the signs have been approved by Boone County and the signs are in production.

Million & Company have finished the 2006 audit for accuracy. Montgomery Aviation has overpaid flowage fees and T-hangar rents in 2006. Kapostasy motioned that Montgomery Aviation be paid \$2,088.79 to correct the error in bookkeeping from last year. Tolson seconded. Motion carried unanimously.

Montgomery presented the 2nd Quarter report. Income was forecast at \$75,208 (excluding farm income); collected income was \$88,166. Expenses are being kept down, only 62% of the \$69,152 forecast has been spent. The \$10,000 quarterly payment to the county was paid in May. There is a \$24,113 cash balance. Montgomery stated most accounts are now open in the Indianapolis Executive Airport name so there are very few reimbursements to Montgomery Aviation. Montgomery asked the Board to review the 2006 manager incentive of \$6,056, which has not been paid.

Montgomery stated the charity polo match was a huge success. They took over 100 pictures and gave out balsam airplanes, which were a huge hit with the kids. Montgomery Aviation won the tail box of the year award.

Montgomery provided a copy of the Eagle Flyers newsletter and the Board has been included in the distribution list.

Upcoming Events:

- August 11 – Pancake breakfast at Frankfort to benefit the Kids scholarship for the YMCA.
- August 17 and 18 – Cirrus Mobile Showroom with CAF pancake breakfast.
- August 25 – charity polo match benefiting the Helping Her Heal Foundation for women with cancers.

The AAI economic report was sent to all state and local individuals several months of ago. Montgomery asked if the Board would like a letter detailing the hundreds of companies who use the airport.

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Montgomery is working with Boone County and Westfield economic development departments to help promote and explain the valued impact of the airport.

Montgomery stated the Boone County Master Plan is progressing. Their public hearings are in August. Montgomery asked when do we anticipate something will be available for the airport that could be turned in to Boone County? Chris Snyder, Woolpert Engineering, stated we have some preliminary documents. Snyder encouraged a work session be scheduled and we could narrow it down and prepare a preliminary plan. Silvey recommended meeting in September, once the appropriation is approved.

Kapostasy motioned to approve payment of \$6,056 for the manager's incentive of 2006. Tolson seconded. Kapostasy stated last year the budget was so tight that we chose not to make the cash transaction. This year we are in the positive and we can get them caught up. Motion carried unanimously.

Woolpert Engineering Report [6:54:30]

AIP-13

Snyder stated the Division "A" contractor (Poindexter) and Division "B" contractor (Shelly & Sands) are substantially complete. A punch list has been done. They have come to an agreement with Poindexter on improvements done for erosion control and they would like compensation for. The total of the change orders is \$10,000 or less for Time and Material. Snyder requested approval of a work order for the contractor to proceed in an amount not to exceed \$10,000, for erosion control improvements. Tolson motioned to approve. Kapostasy seconded. Motion carried unanimously.

Snyder stated he is requesting verbal approval of all of the work orders because he is trying to do all of the change orders all at once.

Snyder stated Shelly & Sands has completed their punch list. They have provided a cost of the crack seal repair of \$0.89/lft. Snyder requested approval of a work order authorizing Shelly & Sands to proceed to a not exceed amount. Silvey stated he understood this cost, in addition to having the seal coat, does it includes cleaning the cracks? Snyder stated they will route the crack, make sure it is clean, and then put the sealant material down. If you are authorizing if for cracks over 1/2" they will use a lot of the material, may want more money, and it is not the proper fix for those size cracks. Silvey stated the council approved an appropriation of \$30,000 for the crack seal. Rauch stated the appropriation was approved by the council but the State has not approved it and at this time all additional appropriation requests are being held by the State. Kapostasy motioned to approve, subject to the State releasing the funds, and ask the engineer to coordinate it with the contractor. Snyder stated the contractor has requested a one week notice, but it does not matter if it is done in September or October. Beaver (A) seconded. Motion carried unanimously. Snyder stated this is a local project. Tolson asked if we would have to have a construction manager on location? Snyder stated he was hoping the appropriation would come through and they could do the repairs while doing the inspection of the electrical components of the taxiway project. If we end up doing it later, Woolpert will work it out on their end. If it becomes an issue he will inform the board.

Snyder stated the Division "C" contractor (Michiana) is nearly complete. There are some items remaining, the FAA has authorized us to get all of the work done as soon as possible. On August 6 there will be runway closures issued. The precision equipment is

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down, when they get it operating and a flight check is done everyone needs to understand that it does not mean we can keep it on. The FAA is re-structuring and they have to process paperwork and it will take three (3) months after the flight check to be authorized. The date for the approach plate to be written is October 23. We hope the flight check can be done by August 23. We are working to do whatever we can to meet this date or move it up. Silvey asked what does this mean for people using the airport between August 23 and October 23? Snyder stated he is asking the FAA to make a No-TAM that would allow the localizer to remain intact, even after the markings are changed. Runway 36 will be a visual and localizer approach. It is not precision, but it is better than just a visual.

Snyder provided Silvey with a Summary of Costs on the taxiway project. They are balancing on the grant and trying to get it done without asking for an amendment. He is looking at requesting an amendment to get additional taxiway signs to the project. If it becomes necessary he may have to request authorization and signature from a board member to authorize an agreement to make an amendment request with change order costs that the FAA would agree to. Silvey asked for a motion to authorize the President to sign any necessary grant amendments without having to call an emergency meeting. Tolson so moved, Kapostasy seconded with a friendly amendment up to \$250,000. Tolson agreed. Motion carried unanimously.

Snyder stated they are working on a price for a new Glideslope transmitter, only if necessary. The contractor has told us that the Glideslope coaxial cable is the problem on why the Glideslope is not transmitting properly. The project is paying for the replacement of the coaxial cable. There is a chance that it could be the transmitter device. He has been asking to get costs of transmitter device. He may have to request an emergency authorization to replace the transmitter. Snyder estimates it will cost \$10,000. Snyder stated it is critical to get the transmitter because if he does not we will not get the flight check so we will miss the October date. Silvey confirmed the \$10,000 will be part of AIP-13? Snyder stated that is correct.

Snyder stated they submitted FAA Pay Request 7 at last month's meeting for approval; he requested that request and approval be stricken from the record. Tolson motioned to void Pay Request 7, approved July 12, 2007. Beaver, A. seconded. Motion carried unanimously. The amount was for \$438,909.76 and included an invoice for Woolpert and Shelly & Sands. Shelly & Sands could not locate the Change Order so they could not return it to Woolpert for signatures. Snyder requested approval of FAA Pay Request 7 in the amount of \$686,720.75; this includes pay requests for the following:

- Poindexter - \$94,837.26
- Poindexter - \$75,778.77 (Retainage)
- Shelly & Sands - \$383,203.59
- Shelly & Sands - \$36,016.80 (Retainage)
- Michiana - \$49,911.08
- Woolpert - \$46,973.25

Kapostasy motioned to approve the \$686,720.75, as requested. Moran seconded. Motion carried unanimously.

Snyder stated Legal has requested that not too much retainage be released to the contractors, but he want to request the full amount from the FAA. Snyder stated there is

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a small amount of work to be done by the Division "A" and "B" contractors; the Poindexter retainage request is \$95,000. Snyder requested the board authorize release of \$75,000 of the retainage so there is a little money left for the completion of the punch list items. Snyder requested the release of all of Shelly & Sands retainage. Tolson motioned to approve. Kapostasy seconded. Motion carried unanimously.

Old Business [7:14:00]

Sheridan Airport Appraisal

Silvey asked for a motion to authorize our attorney to employ an appraiser for the Sheridan Airport with a cost not to exceed \$10,000. Beaver, A. motioned to approve. Kapostasy seconded. Motion carried unanimously.

New Business

TIF Additional Appropriation

Kapostasy motioned to authorize the President to implement the recommendation of our legal counsel, Mr. Howard, to request funding of the two priority items from the TIF District. Moran seconded. Motion carried unanimously.

County Council Liaison Report

2008 Budget Hearing

Brad Beaver stated representatives from the Airport Authority do not have to appear for their 2008 budget hearing, they will have five minutes to present their request. Silvey will attend the budget hearing.

Next Meeting

2008 Budget Hearing – August 20 at 2:55 p.m.

September Board Meeting – September 6, 2007 at 6:30 p.m.

Silvey adjourned the meeting. [7:21:30]

Present

Don Silvey, President
Tom Kapostasy, Vice President
Tim Tolson, Board Member
Ted Moran, Board Member
Allyn Beaver, Board Member
Chris Snyder, Woolpert
Kim Rauch, Secretary
Andrea Montgomery, Montgomery Aviation
Carl Winkler, Montgomery Aviation
Warren White, Willow Marketing
Mitchell Rockwell, Sheridan
Parvin Gillim, Noblesville

APPROVED

Don Silvey, President

Date: _____

ATTEST

Kim Rauch, Secretary

Date: _____